



Committee: Public Events and Celebrations
Date: Monday, August 17, 2015
Time: 7:00 PM
Location: Tewksbury Police Department

Approved on August 24, 2015

Members & Staff present: Cheryl Gay (Chairperson), Moira Gray, Elaine Krauss (Clerk), David Gay, MaryJo Melloni, Dave Stagnone (DJ Ram Jam), Todd Krauss

Members not present: Erin Kniff (Vice Chairperson), Susan Boucher

The meeting was called to order at 7:03 PM

Agenda

1. Approval of Minutes
 - Meeting Minutes from July 28, 2015 were reviewed and approved by the committee.
2. Fall Harvest Festival
 - Updates
 - 1). Way finding system
 - Moira G. presented map to the committee; Cheryl G. will forward to Town Manager for approval.
 - 2). Signs
 - banners and signs from last year's festival will have date changed by Embroid Me ~ Tewksbury (\$70)
 - 3). Vendors
 - 50+ have confirmed
 - MaryJo M. is working secure a cider donut vendor
 - 4). Entertainment
 - 5). Full Info Flyer
 - 6). Volunteers

Upcoming Meeting Schedule

Next Meeting Scheduled for: Monday, August 24, 2015

Time: 7:00 PM

Place: TPD

Meeting adjourned @ 8:03 PM

List of Documents and Other Exhibits used at Meeting:

- Way finding system
- Action items
- Flyer

Documents and Other Exhibits used at meeting will be available for review at:

(Office)